

Military Surface Deployment and Distribution Command
Customer Advisory
February 6, 2012
CA-12-01/11-0006 – Update

Subject: Update Levy Exemption Waiver (LEW) Requirements Unique to Iraq

Purpose: Provide shippers updated guidance and procedures for requesting a Levy Exemption Waiver (LEW) for Defense Transportation System (DTS) cargo entering Iraq using surface transportation.

Be Advised: This CA supersedes LEW requirements per CA-12-01/11-0006, dated 11 Jan 2012.

1. Levy Exemption Waiver (LEW):

- a. Effective 16 Jan 2012, shippers shipping cargo to Iraq must complete a LEW using the new form (see CA-12-01-11-0006 Reconstruction Levy Exemption Waiver Form and CA-12-01-11-0006 Reconstruction Levy Exemption Waiver Form – Multiple Pages). Incomplete and/or incorrect information on the LEW will frustrate shipments at the Iraq point of entry until the issues are resolved.
- b. **For FMS Shipments:** Each LEW request requires the **Foreign Military Sales (FMS) or Pseudo FMS Case Identifier and/or the Letter of Offer and Acceptance (LOA)** listed on the LEW Form as applicable. **A COPY OF THE FMS AGREEMENT BETWEEN THE US GOVT AND IRAQI GOVT MUST BE PROVIDED WITH THE LEW REQUEST FORM AS A SUPPORTING DOCUMENT.**

2. LEW Documentation Requirements:

- a. **LEW Request Form in its original MS EXCEL FORMAT.**
- b. **Supporting Documents:**
 - 1. Appropriate signed Universal Services Contract (USC) Ocean Carriers Award Page (award page must be dated and signed showing the contract number and an expiration date or period of performance).
 - 2. **Appropriate Primary Contract Award Page:** Shipper must provide a scanned copy of the primary award page of the contract under which cargo is being imported into Iraq. The award page must be dated and signed showing the contract number and an **expiration date or period of performance. The award page must contain the actual signature (by**

the contracting officer), as digital signatures are NOT recognized by Iraqi Customs. In addition, Iraqi Customs requires a “link” between the cargo (listed on the LEW Form) and the contract. This can be established by language within the contract, which states the service/equipment being provided. Sometimes, it can be established by the Purchase Orders or Seaway Bills. Please review your packet to ensure there is a visible “link” between the cargo and contract.

3. Certificates of Origin for vehicles or construction equipment.
4. **DD Form 1149**, Requisition and Invoice/Shipping Document **OR DD Form 1384**, Transportation Control and Movement Document.
5. **Commercial Packing List or Commercial Invoice**
6. **FOR FMS Shipments ONLY, copy of the FMS agreement between the US Govt and Iraqi Govt.**

NOTE: Iraqi Customs will make the final determination if documentation presented provides the proof required.

(2) Procedures for Completing the LEW

- a. **Page Number:** For single page form, page number is filled in. For multiple pages, use the multiple page form and enter the final page number in the blank cell. There is no place for page numbers on the subsequent pages.
- b. **Port Call File Number:** Type the Port Call File Number as stated per IBS Booking in this block (i.e., 789452).
- c. **Booking Number:** Type the Ocean Carrier Booking Number per the IBS ETR in this block (i.e., USG789452 or 92111458).
- d. **Sponsor Organization:** Type the name of the Military Unit or the name of the agency/company that is initiating the shipment.
- e. **Point of Import:** Please **do not** attempt to type this location. Click the box and choose the point of import from the drop down list for your shipment.
- f. **Estimated Date of Import:** Enter the estimated date that you believe the cargo will cross over the Iraqi Border (FORMAT: DD-MON-YY)
- g. **AWB:** If you have an AWB#, please enter it here. If you do not, please enter N/A.
- h. **Consignee Information:** Enter the consignee information here.
- i. **Contractor/Shipper Information:** Enter the name of the shipper and/or contractor information here.
- j. **Releasing Agency Name:** Enter the name of the Ocean Carrier Releasing Agency who is charged with the responsibility of facilitating the

movement of the shipment in Iraq. Type Agency Name, POC Name, and valid phone number. If available, type email address.

Carrier	Releasing Agency Information
MAERSK	Inchcape Shipping Service/Mr. Cavin Lobo, 964-7812719118
APL	Saba Maritime/Mr. Bilal Shakir, 964-7801023955
ARC	Barril for Maritime Services (Wilhelmsen Ship Services) CPT Mazin Hamid, #964-7801398406
LGL	American United Logistics - Ali Younis 964-77-03266243/Mark Bunch 965-9724-3062
FRLN	American United Logistics/Mahmood Ahmed 964- 7700348748/DAMCO AIMEN INIZI 964-7902767575

- k. **Destination Address:** Enter valid destination address here. Please **do not** type **GRID LOCATIONS**.
- l. **Contact POC Name and Phone Number:** Enter valid destination POC name and phone number. If available, type email address. Please do not leave this block blank, which may cause a serious delay with delivery.
- m. **CLIN:** If your company uses a CLIN, please enter this information in this block; otherwise type N/A.
- n. **Quantity:** Please enter the number of pieces of cargo.
- o. **Type of Goods:** Please provide a detailed description of the cargo (i.e., TCN, container number, container size (40ft or 20ft), description of the cargo. If the container is empty, you must state EMPTY.
- p. If the cargo is vehicles, cranes, loaders, graders, etc., please provide: Make, Model, Year, Color, and VIN. If the cargo is armored or non-armored, you must state armored or non-armored. For Generators, provide make, model, and serial number.
- q. When using the "multiple pages" form, there are 100 lines. If you are using less than 100 lines, simply delete the remaining lines. **Do not delete** the "NOTHING FOLLOWS" line or the "Unique Contract Number" Line.
- r. **Unique Contract Number:** Type "MILITARY SHIPMENTS" or the number of the prime contract which covers this shipment.

3. Approval Process

- a. Submit complete LEW packet (LEW Request Form with **all** supporting documents) via email to CMD Customs Levy Waiver Logistics Coordinator: cmdbattlebox@gmail.com. POC: Mr. James Casteel, Comm. 281-929-1283 or DSN: 318-239-5092.
- b. Shippers must include 840th DDSB and SDDC Int'l Process, Systems, and Documentation Division on the e-mail copy line: 840thIraqLEW@swa.army.mil and

usarmy.scott.sddc.mbx.documentation@mail.mil. Iraqi Customs liaison officers will verify, stamp, sign, and date the documentation. PCO will return approved, stamped forms to the shipper via e-mail.

c. **If LEWs are returned for corrections, shipper has 10 DAYS to REPLY. If the shipper fails to respond within 10 days with the updates/corrections, SHIPPER MUST RESUBMIT THE ENTIRE PACKAGE.**

d. **For LEW inquiries, it is IMPERATIVE the processor number (eg. 120107001) be used to request LEW status. Processor Number is in parenthesis at the beginning of the subject line when your email is returned acknowledging receipt of LEW request.**

e. The **shipper** must provide the **APPROVED** LEW to the commercial carrier five days after vessel departure from POE. The commercial carrier or the carrier's agent will provide the waiver to Iraqi Border Customs Agent. **The LEW must match the cargo manifest.** If not, the cargo cannot clear customs and will delay.

f. Approved LEWs must be sent to the following personnel and respective ocean carrier email address:

840 th Trans Bn (DDSB)	840thIraqLEW@swa.army.mil
595 th Traffic Mgt Div	595thTMD@kuwait.swa.army.mil
SDDC	Usarmy.scott.sddc.mbx.documentation@mail.mil
MNSTC ISAM Accounting, Trans Log	DLMNSTC-IFMSSHIPMENTS@iraq.centcom.mil
ACOA	wmsco@att.net ; lorena@amerct.com ; reed@amerct.com
APL	APL_GOVT_LOGISTICS@APL.COM
ARC	ARCCustomerService@amslgroup.com
CEGL	CGLCargo@intship.com ; chambert@intship.com ; wmsco@att.net ; roger@wmsc.us.com
FRLN	jpegam@farrelllines.com ; tnowotarski@mllnet.com ; KFarrell@mllnet.com ; mfranklin@farrelllines.com
IDMC	leo@intermarineusa.com ; jjackson@intermarineusa.com ; wmsco@att.net
LGLT	matt@libertymar.com ; libertyglobal1@gmail.com ; kcd@libertymar.com
MAEU	IRQGOV@maersk.com ; USACSESPCMIL@MAERSK.COM

SDDC POCs: Patricia Green, (618) 220-6849, DSN: 770, email: patricia.a.green66.civ@mail.mil, or usarmy.scott.sddc.mbx.doc-branch-team-1@mail.mil, usarmy.scott.sddc.mbx.doc-branch-team-2@mail.mil, usarmy.scott.sddc.mbx.doc-branch-team-3@mail.mil.

Expiration: N/A